

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, September 21, 2016 at 6:00 p.m.
Board Office, Elementary Campus**

Present:

Amy Burns
Linda Finlay
Karen Gallagher-Burt
Jordan Lewis
Tun Myo
Scott Rankin
Diane Shirra

Not Present:

Graeme Finlay
Kathleen Rockwell

Administration:

Joe Frank, Superintendent
Johnathan Liu, Secretary-Treasurer
Janneke Frank, Principal Mid-High
Hal Curties, Principal Elementary

Guests:

1. Call to Order

The meeting was called to order at 1810h.

2. Agenda Approval

MOTION: 2016/9/21/1:

That the Charter Board approves the agenda for the September 21, 2016 meeting.
Moved by T. Myo; Seconded by L. Finlay.
Approved

3. Minutes of the June 15, 2016 Meeting

MOTION: 2016/9/21/2:

That the Charter Board approves the minutes of the June 15, 2016 meeting.
Moved by A. Burns; Seconded by D. Shirra.
Approved

4. Principal's Report – Elementary Campus

H. Curties spoke briefly to his written report.

5. Principal's Report – Mid-High Campus

Ja. Frank spoke briefly to her written report.

H. Curties and Ja. Frank left at 1838h.

6. Audit Committee

T. Myo spoke to the change in external auditor. J. Liu spoke to the Canada Revenue Agency employer compliance audit.

MOTION: 2016/9/21/3:

That the Charter Board approves the audit committee's recommendation to tender the external audit for the 2015/16 school year.
Moved by T. Myo; Seconded by L. Finlay.
Approved

MOTION: 2016/9/21/4:

That the Charter Board concurs with the findings in the Canada Revenue Agency employer compliance audit letter dated August 30, 2016.
Moved by T. Myo; Seconded by J. Lewis.
Approved

7. Policy Committee

L. Finlay spoke to the work of the policy committee around bylaw 5.13 and 5.14.

MOTION: 2016/9/21/5:

That the Charter Board approves the policy committee's recommendation to amend bylaw 5.13 and 5.14 to be presented at the next annual general meeting.

Moved by L. Finlay; Seconded by T. Myo.

J. Lewis opposed.

Approved

8. School Council Liaison

J. Lewis provided an update on the last school council meeting.

9. The Association of Alberta Public Charter Schools

The next meeting of The Association of Alberta Public Charter Schools is on October 6 and 7, 2016.

10. Society Annual General Meeting

MOTION: 2016/9/21/6:

That the Charter Board approves the agenda for the November 23, 2016 AGM for Westmount Charter School Society.

Moved by K. Gallagher-Burt; Seconded by T. Myo.

Approved

11. Superintendent's Report

Jo. Frank spoke to his written report.

12. Secretary-Treasurer's Report

J. Liu spoke to Q4 Budget to Actual report.

MOTION: 2016/9/21/7:

That the Charter Board moves its meeting *in camera* at 2030h.

Moved by A. Burns; Seconded by L. Finlay.

Approved

Regular meeting re-convened at 2040h.

13. Arising from In-Camera

MOTION: 2016/9/21/8:

That the Charter Board approves the staffing changes, as recommended.

Moved by T. Myo; Seconded by L. Finlay.

Approved

14. Adjournment

The meeting adjourned at 2041h.